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Shop Talk

Volume 9, Number 2

Summer 2004

Children benefit from member-to-member value

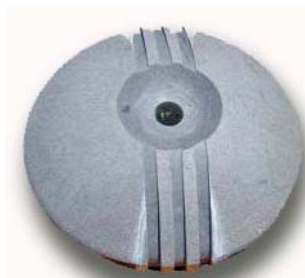
DSHS saves an estimated \$30,000 with the help of GA

By Sarah Magney, POS staff

Like the gentle trickle of water, Consortium member-to-member teamwork has once again replenished a facility's dehydrated budget.

Ken Rose, Plant Manager at [Washington's Department of Social and Health Services \(DSHS\) Child Study Treatment Center \(CSTC\)](#) in Lakewood, WA, recently got a deal that will be hard to beat. [Washington's Department of General Administration \(GA\)](#) was in the process of installing new elevators at the Transportation Building in Olympia. Part of that process involved removing a water feature from the plaza area surrounding the building in February 2004. The black granite feature, which calmly bubbles water, was offered to any POS member who could come pick it

up. Ken Rose was among the first members notified of the fountain, due to a request for a similar item he had logged with the POS staff. Jack Maguire, of [GA's Division of Facilities Planning and Management](#), facilitated the transaction and worked closely with POS staff and Rose. He also tracked the issue through the Capital Campus Design Advisory Committee, which ultimately approved the transfer in May 2004. Rose was elated to transport the water feature to its new location on his campus. *(Please see "Water," page 7)*



Washington's Child Study Treatment Center acquired this water feature from GA. It was removed in order to install an elevator in their plaza area

A sacrifice for long-term growth

Clark College projects worth more than \$40 million

By Phil Partington, POS staff

[Clark College](#) is host to the incessant groan of construction vehicles and flurry of activity at multiple project sites, while storage containers and barriers occupy coveted parking spaces, marking what some say is the largest construction effort ever for the school.

"The saying that's been going around has been, 'if your space

isn't torn up, just wait —we'll get to you,'" said David Halme, with a chuckle. He's director of plant services at Clark College and currently serving in an interim capacity as the vice president of administrative services "Things will be wonderful once the projects are completed, but it's a real challenge for us right now."

The biggest issue, Halme explains, has been justifying the progress to those most directly impacted.

"We try to let people know early on what the impact will be and let them know when plans change," Halme said. *(Please see "Clark," page 6)*



Visit us on the web!

Be sure to visit the Plant Operations Support website at www.ga.wa.gov/plant. While you're there, feel free to check out the many great resources available at the click of the mouse, including professional development announcements, Mac's Nickel ads (a listing of surplus and salvage opportunities), and much more!

Join the Consortium Listserv!

The Consortium's electronic listserv links you to various plant operations and maintenance professionals, and allows members to advertise surplus or salvage items, solve problems, answer questions and simply learn from each other's experiences. Contact your Plant Operations Support staff at plantop@ga.wa.gov to sign up!

If you're not already a member of the Consortium,...

...what are you waiting for? If you don't already have every resource at your disposal and all the money you need, then find out how the Plant Operations Support Consortium can help! Contact us at plantop@ga.wa.gov.

POS Notes



Bob MacKenzie

We hope you enjoy this summer issue of **Shop Talk** as much as we enjoyed putting it together. There are best practices, lessons-learned and stories of innovative, imaginative ways of getting tough work done quickly and efficiently.

First off, we'd like to mention a great opportunity for those of you looking to freshen up your knowledge on containing mold. Washington's Office of Financial Management is putting on a free mold workshop that will be held on Tuesday, July 20, 2004, from 9:00 am until 11:00am at **Columbia Basin College** in Pasco, WA. Contact Jolene Bellows, 360-902-7312, for more information.

Taxpayers continue to benefit from the selfless, combined actions of our Consortium members. We're grateful to the 16 school districts, two cities and two counties who have engaged **POS project/construction management** services since the **spring Shop Talk** was published.

These members have contracted for services that are often fifty percent lower than those of private industry...and we hope they'll agree they get a whole lot more heart, synergy and real value. **Dan Moore, POS senior project coordinator**, can really make things happen and bring those projects in on time, under budget.



Dan Moore



Frank Densmore

We've provided in-house design/engineering services, too; again, at substantial cost and time savings for members. Frank Densmore is truly a gifted architectural engineer and we're blessed to have him on board.

Additionally, Cheryl Royal and her team have recently completed **facilities condition assessments** at four sites in Oregon and Washington. Again, members have achieved extraordinary value and money savings. Cheryl is also setting up **Job Order Contracting** processes throughout Washington. She's able to provide a menu

of services for members in that regard.

Kudos to those eight members who have engaged our **"Buildings on a Disk"** team members to increase efficiency and save big dollars. A few of the members have also used the folks to develop emergency preparedness plans—usually 80% below what equivalent private industry firms are charging.

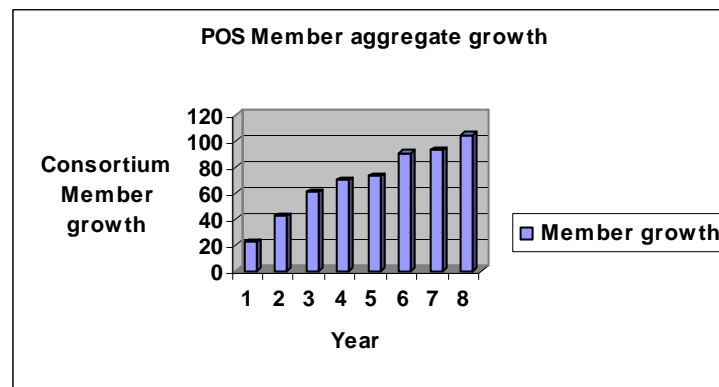
Thanks also to the 47 members who have offered and received \$327,300 worth of **surplus/salvage equipment and materials**. Wow! Now, that's practicing sustainable operations **big time** and maximizing Consortium membership. It's this type of collaboration and teamwork that has enabled the **Consortium to continue to grow**. (See below for graphs of the Consortium's member growth over the years)

Please call your POS staff often and maximize your membership. Visit us online at www.ga.wa.gov/plant.

Have a great summer!
Bob



Cheryl Royal



Consortium membership has increase at an impressive rate since the program's birth in 1996. Membership currently totals 117, and all signs point toward continued growth.

Member district stretches wallet by saving dollars

Edmonds School District offers money-saving tips from their recycling program

By Phil Partington, POS staff

There's more to running a top-quality recycling program than meets the eye, as [Edmonds School District](#) demonstrates. Schools routinely pack their recycling bins, which are picked up and dumped at the recycling plant at least once a week. However, behind the scenes Edmonds has developed an administrative resource conservation system to support and enhance savings of its recycling program and to compensate for not having a fulltime resource conservation coordinator/manager.

One of Edmond's strategies has been to cross-check its accounting system. They also do a check of its utility providers to catch money or service mistakes, including bills that have accidentally been paid twice. This has resulted in frequent savings, avoiding bad bills and unnecessary costs. "It's amazing what we save in bad bills," said Duanne Steben, office manager of Edmonds School District's maintenance department. "It also makes it easier to fix problems, as well as plan for future budgetary needs."

Furthermore, the school district has benefited from being patient and exploring all options regarding recycling disposal companies. By narrowing down its options and deciding upon a company that did not charge rent on recycling containers, the district saved \$12,500 a year.

"Setting up this program took a bit of time," said Paulette Ostrem, utilities coordinator of Edmonds' maintenance office. "We had to go back three to five years and check averages from accounting." (See "Duanne Steben's and Paulette Ostrem's four steps to start a recycling program")

"The biggest reward is cost savings. We're always in need of money, and this is something we can do that's relatively painless," said Ostrem. "This will save at least one or two jobs." Steben added. "It also allows us to take money and divert it to student learning, which is always a good long-range goal."

"I also find it to be a lot of fun. It gives you something different to do during the day. It also helps with communication around the campuses and departments. For example, it gives Paulette a chance to talk to custodial and often something else will come up that may not have been brought to our attention otherwise," said Steben.

Edmonds School District is even beginning to attract the attention of other public professionals regarding its abilities to save money through resource conservation, including the [City of Everett](#), with whom Edmonds is participating in an irrigation water conservation grant.



Paulette Ostrem (left) and Duanne Steben continue to hunt for new ways to save dollars. Edmonds School District uses effective cross-checking strategies to back its accounting's records, as well as those of their utility providers.

To learn more about Edmonds School District's resource conservation, contact Duanne Steben, 425-670-7244, or e-mail StebenD@edmonds.wednet.edu, or Paulette Ostrem, OstremP@edmonds.wednet.edu.

Duanne Steben's and Paulette Ostrem's four steps to start a recycling program:

"Keep it painless"

Make sure things are set up so that they run somewhat effortlessly. Don't create more work than you have to, or the program will be more difficult to consistently maintain, thereby making it less likely to succeed.

"Employ a plan that covers all aspects at once"

Don't do things piece-by-piece. If we had managed our recycling program that way, we would have never been able to see the entire picture.

"Develop a rapport with all participants"

If a new employee comes on board, introduce yourself to that person and explain the goal of the program.

"Back check"

Do your research to make sure you know the patterns of how your organization operates.



Consortium member redefines sustainable operations

'Recycling is a way of life here'

By Bob MacKenzie, POS manager

Becky Phillips, the award-winning recycling coordinator for Mount Baker School District, coordinates an innovative, sustainable operations program at a district not far from the Canadian border, in Washington's Whatcom County. What makes Mount Baker's program unique is its "inclusiveness." Everyone—students and staff—are committed to practicing sustainable practices. Their efforts were recognized in 2003 as a statewide best practice with the Governor's Award for Pollution Prevention and Sustainable Practices.

"Recycling is a way of life here," said Phillips. "We integrate sustainable practices into all facets of our district's operating tempo, and students and staff experience immediate and tangible results."

What types of results, you might ask? Waste and toxicity reduction is addressed at all levels: from the maintenance department reusing available parts for repair; the print shop using soy based inks and recycled paper whenever possible; the school board passing a pesticide management program; the custodians using environmentally safe cleaners whenever possible; the district's painter turning to latex based paints as a first choice; the classrooms using overhead projectors and whiteboards in-



Dr. Richard Gantman with Becky Phillips exhibit the school district's Governor's Award for Pollution Prevention and Sustainable Practices that the district received in 2003.

stead of paper; and switching to micro-scale chemistry in several classroom labs, to the staff using electronic forms for transportation requests, office referrals, tardy reports, etc...

"We have an excellent reuse program that collects items and instructional materials and redistributes them throughout the district," said Phillips. "Unwanted items are then distributed to home-school

students and to the Nooksack Indian Education Center before they are sold. Last year we collected and dispersed over \$3,500.00 of reuse items—all from within the district."

Mount Baker School district became the first school district in Whatcom County to become members of the Department of Ecology's Whatcom Watershed Pledge and "are working towards our goals on the Environmental Quality Plan," said Phillips.



Amidst morning sunshine, Becky Phillips sorts through recycled materials with students

The district is located in the foothills of the Cascade Mountains, in picturesque Deming. It is a small district serving 2,400 students and staffing around 300 employees. There is a Junior/Senior High School that share a campus, and three elementary schools, Acme, Harmony, and Kendall.

"We cover approximately 512 square miles and are among the largest districts

in the state in bus transportation miles," said Richard Gantman, district superintendent. "For the past 11 years, we have been dedicated to waste reduction, reuse and recycling. We believe we're unique in that our program encompasses the whole district, lending continuity to our students, staff and reuse program. Our program is self-supported, and has continued even in the face of severe budget cuts. Becky deserves a large share of the credit for our successful program and we're very appreciative of her wonderful efforts."

Mount Baker staff handles waste using the following criteria: Is the waste reusable or salvageable? If not, what is the proper way to dispose of it? Hazardous wastes, such as solvents, antifreeze and motor oil are collected by Emerald Services (OSP Contract #00301). Fluorescent light tubes are collected in the district's recycle area and sent to Ecolights Northwest (OSP Contract #11601) in Seattle.

Becky Phillips provided a tour of facilities for POS staff that included part of the old bus barn with huge cartons of separated white and colored paper, newsprint and cardboard. Large bins of soda cans, plastic containers, bottles and tin are placed not far away, under a shelter. Frank Cain, district office facilities director, uses an old cement mixer barrel—affectionately named Gertie—where food waste from the cafeterias is generated into usable compost.



Frank Cain

"This community is very supportive of the school district so when we needed help with equipment, such as the mixer, they came through," said Cain. "A successful program requires collaboration and energy and we truly are blessed with both."

(Please see "Recycling," page 8)

Building maintenance muscle with a skeleton staff

Snoqualmie Valley School District welcomes \$54 million in upcoming projects

By Phil Partington, POS staff

Despite a "skeleton" staff, Snoqualmie Valley's plant operations always seems to remain on top of the game. Carl Larson, plant operations supervisor of the school district, credits organization, innovation and a highly efficient staff for their accomplishments.

Larson oversees maintenance, grounds, custodial, warehouse, safety, small capital projects and security with no support staff to delegate work to, which can be a challenging feat.

"How do I organize all of this?" he asks rhetorically. "That's what computers are for. I use programs, such as those from SchoolDude.com, to help automate many functions." The functions Larson automates include the routing of work orders to appropriate staff member so that Larson can give attention to the issues that most need his attention. Additionally, by using direct order, they plan to get out of warehousing, which would enable their warehouse manager to divert his attention to more pressing issues.

"We utilize technology, because without technology we'd be in trouble," Larson adds.

With approximately \$54 million in projects fast approaching, Snoqualmie Valley focuses on long-term planning. "The key is vision," said

Larson. "You have to know where you want to go before you start. It also helps to educate yourself on the technology that's available to give you more flexibility."

The school district, situated in a valley replete with breathtaking mountain vistas, includes 650,000 square feet of facilities. However, only three maintenance staff and one HVAC professional are employed to sustain those facilities. There are over 100 acres of fields, which includes all athletic sports fields, and landscaping on the district grounds, with only three groundskeepers to maintain.

"We have a skeleton crew, but we aren't ever behind. We're always ahead," Larson said. "...and that includes our preventive maintenance program, as well."

Snoqualmie Valley has 129 preventive maintenance schedules to meet, including regimens for sprinkler systems, roofs and lift stations.

"Everyone is pretty efficient," Larson explains. "...and that's another reason I can manage all of this."

In addition to from managing various operations at Snoqualmie Valley School District, Carl Larson keeps busy by supporting other professionals who may be struggling with similar issues. Larson is currently the Region 6 chair of the Washington Association of Maintenance



Carl Larson enjoys a rare break to pose in Snoqualmie Valley School District's bell tower.

& Operations Administrators (WAMOA). He's also involved in organizations like National School Plant Management Association, the Sports Turf Managers Association, and is the VP of the Pacific Northwest branch of STMA.

Larson epitomizes the professionalism and diligence of school district Consortium facility managers and serves as a human "best practice."

For more information about Snoqualmie Valley School District's operations, contact Carl Larson, 425-831-8005, or e-mail Larsonc@Snoqualmie.k12.wa.us.

Building Commissioning Program brings great value

Do you receive numerous occupant complaints? Do your building systems not work correctly? Do your buildings have indoor air quality problems, or high energy costs? If so, Washington's [General Administration Building Commissioning Program \(BCx\)](http://General Administration Building Commissioning Program) may be just what you're looking for.

Building Commissioning is a process that ensures building systems are

designed, installed and tested so they operate as intended and are easy to maintain. Commissioning can be done on new building construction projects, building remodels, or on existing buildings. Team up with GA's BCx team and reap the benefits of better buildings.

Contact Roger Wigfield, 360-902-7198, or e-mail rwigfie@ga.wa.gov, for more information about GA's Building Commissioning Program.



Visit them on the web:
www.ga.wa.gov/eas/bcx



("Dream," continued from page 1)

"We have a pretty active program trying to communicate what we are doing to the local community," added Jim Green, project manager. "We have a [website that cites our progress](#), and we also make frequent e-mail announcements to the entire campus."

Another major challenge has been "making sure that those who are going to use these facilities are involved in planning the design," said Green. "Additionally, it is important to follow through afterward and inform those individuals when the plan must be adjusted. Sometimes, what looks good in the planning stage isn't always doable. We try to make these people understand that our adjustments are not meant to be taken as a personal vendetta toward them. These things happen."

Halme explains that the ultimate goal of the projects is to "provide additional access, as well as the necessary capacity to accommodate the growing demand." However, such goals require some significant sacrifices. "Parking [for example] will be a huge factor this fall quarter."

Green adds, "We also expect noise disruption and rerouting traffic, among other things. Students and faculty may be impacted the most. We're always striving to improve the communication flow and to be as accommodating as possible through this process. It's difficult, but we do the best we can."

Despite these challenges, Halme confirmed that everybody's working hard and can boast of many positive outcomes thus far. "One project, for instance, came in a million dollars under budget. Overall, we have an excess of \$40 million in projects right now, including a \$9 million student building, a \$20 million major building, and a \$4 million replacement project."

Clark College continues to model innovation, hard work and passion toward their work and Plant

Operations Support applauds their continued effort and drive toward bringing enhanced value to their facilities.

For more information about Clark College's construction projects, contact Jim Green, 360-992-2511, or e-



Bob MacKenzie, POS manager, congratulates David Halme on being inaugurated as an Honorary Lifetime member in January 2004

Honorary lifetime Consortium member retires

POS celebrates David Halme's 23 years with Clark College

By Phil Partington



David Halme

David Halme, [Consortium honorary lifetime member](#), retired in June 2004 as [Clark College's](#) director of plant services after 23 years of service with the college.

Halme began his career at the [University of Washington](#) in 1973, where he served as a forester and was responsible for managing off-campus timberland. After a couple career stops along the way, Halme eventually landed at Clark College in 1981.

"Clark College has been one of the fastest growing colleges in the region over the past ten years," Halme said. "Adjusting to this growth has always been a challenge, but I feel fortunate to have been a part of such a wonderful community of professionals."

Jim Green, project manager at Clark College, points out the vast institutional knowledge that will go with Halme. "He's probably an institution in himself with all that he's done," Green said, "Dave always had the best interest of the college at heart. He's a very good visionary. He was very instrumental in our facilities master planning and he was always willing to follow things up

by getting capital and making sure projects kept moving forward."

Even in retirement, Halme remains a model of innovation, leadership and heart for all to emulate.

"Dave is just an ethical, honest, straight-shooting guy," Green adds. "That's a wonderful, refreshing type of person to work for in any situation."

For more information about David Halme's retirement, contact Clark College's Facilities Department, (360) 992-2408.

("Water," continued from page 1)

"This water feature will fit right in with our campus redesign project," Rose said. The CSTC is creating a grassy area with walking trails in place of a parking lot that was situated in the middle of the campus. Members of Rose's staff will build the base forms to support the water feature and house the pump and associated plumbing. "It will be a new and different project for us. We're excited about the prospect of getting it installed and running by the beginning of school next fall."

The water feature will sit in the new grassy area near the administration building, a central location. "This will be a place where parents, kids, and staff members can go and talk quietly and peacefully," Rose said. "This water feature is more of a reflecting pond than a spectacular fountain, but a huge fountain that sprays water would



Ken Rose



Jack Maguire

not be appropriate for the work we do here with the kids. We feel that the quiet qualities of this piece will be a great addition to our facility."

GA is also pleased with the transaction. "It was a shame to tear out something so nice, but we were excited to see it go to a youth facility," said Jack Maguire, project manager of the Transportation Building elevator project. Maguire estimates that DSHS was able to save over \$30,000 by utilizing the surplus water feature. It was removed recently to make room for a bank of three elevators to supplement the older escalators and service elevator of the Transportation Building.

Rose said, "Everyone at the CSTC is

excited to have gotten the fountain, and GA has been saved the trouble of storing the fountain until it could be surplus." This is a strong example of the type of win-win situation that commonly takes place when two state agencies readily share their resources.

For more information about the water feature, contact Ken Rose, (253) 756-2960, or e-mail roseKeD@dshs.wa.gov, or Jack Maguire, (360) 902-0978, or e-mail jmaguir@ga.wa.gov.

Sarah Magney is a Consortium staffer and frequent contributor to Shop Talk. She joined POS staff October 2003 and is a graduate of Centre College in Danville, Kentucky.

Plant Operations Support Consortium Honor Roll

New members appear in purple and renewing members are listed in red type. Welcome and thanks on behalf of the Consortium!

School Districts

Abbotsford, BC

Brewster

Bridgeport

Brinnon

Cascade

Centralia

Chehalis

Clover Park

Columbia-

Burbank

Coquitlam, BC

Coupeville

Dayton

Delta, BC

East Valley Spokane

Easton

Eatonville

Edmonds

Elma

Enumclaw

ESD 101

Federal Way

Highline

Hoquiam

Issaquah

Ketchikan, AK

Kittitas

LaCrosse

Marysville

Moses Lake

Mount Baker

Mukilteo

North River

North Thurston

Northshore

Oak Harbor

Ocean Beach

Ocosta

Okanogan Skaha, BC

Orondo

Peninsula

Port Townsend

Quilcene

Quillayute Valley

Quinault Lake

Rochester

Sequim

Soap Lake

South Kitsap

Snohomish

Snoqualmie Valley

Stanwood-Camano

Sumner

Surrey, BC

Thorp

Vancouver

Wenatchee

White River

Wishkah Valley

Yelm

Universities/Colleges

Bellevue CC

Big Bend CC

Clark College

Columbia Basin CC

CC of Spokane

Highline CC

Olympic CC

Renton TC

Evergreen State College

Univ. of Washington

Washington State University

Ports

Port of Edmonds

Port of Longview

Port of Olympia

Port of Seattle, Sea-Tac Airport

Port of Sunnyside

Municipalities

City of Hoquiam

City of Marysville

City of Redmond

City of Snohomish

City of Tukwila

City of Tumwater

Clark County

Cowlitz County

Jefferson County

King County Housing Authority

King County Metro South

King County Wastewater

Treatment Division

Westpoint

Kitsap County

Lakehaven Utility District

Lewis County

Pierce County

Tacoma-Pierce City Health Dept

Town of Eatonville

Whatcom County

Canada

Attorney General, BC

BC Building Corp

Reg. Municipality of Peel, ON

States

Alaska

Oregon Dept. of Admin. Svcs.

Oregon Youth Authority

Washington State Agencies

Corrections

Ecology

Fish and Wildlife

General Administration

Health

Information Services

Licensing

Liquor Control Board

Military

Natural Resources

Parks & Recreation

School for the Blind

School for the Deaf

Social & Health Services

Transportation

Veterans Affairs

Washington State Patrol

Check out the Plant Ops website for quick links to Consortium member websites—<http://www.ga.wa.gov/plant/member.htm>

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submissions to:
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("Recycling," continued from page 4)

One of the program's strongest suits, and most profitable, is its *Reuse Plan*. "We set out reuse bins for pens, old notebooks, bookcases...whatever teachers and students don't use anymore. That's thousands of dollars worth of savings every year," said Phillips. For example, between September 2003 and January 2004, 15.6 cubic yards of reusable material was recycled, yielding \$4,113.38 in savings.

"All in all, I guess the best part of our program is that we are helping students, staff and the community gain knowledge of sustainable practices that they will carry on for the rest of their lives."

For more information about Mount Baker's recycling program, contact Becky Phillips (360) 383-2060, or e-mail bphillips@mtbaker.wednet.edu. Shop Talk staff are grateful for the data provided by Northwest Express, the newsletter of ESD 189 in Anacortes, Washington, in the development of this article.



Shop Talk is a quarterly online publication of the Plant Operations Support Program. The newsletter is intended to be an informative and operationally oriented medium for public facilities managers. Contents are also available in hardcopy. We welcome feedback on the newsletter's contents and input from readers. We reserve the right to edit correspondence to conform to space limitations. Bob MacKenzie is program manager and editor. Contact him at 360.902.7257, or e-mail bmacken@ga.wa.gov. Phil Partington is POS webmaster and assistant editor. Contact him at 360.902.7277, or e-mail ppartin@ga.wa.gov. Special thanks to Jim Erksine, Sarah Magney, and Steve Valandra for editing assistance, and Viet La for format editing assistance. Plant Operations Support does not make warranty or representation, either expressed or implied, with respect to accuracy, completeness or utility of the information contained herein. Plant Operations Support assumes no liability of any kind whatsoever resulting from the use of, or reliance upon, any information contained in this newsletter.

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